

ROUTING AND RECORD SHEET



SUBJECT: IC Staff/OMB Hearings on the FY 1991 Budget

FROM: Leo Hazlewood  
Comptroller  
7C21 OHB

Extension  NO: COMPT 89-1488 STAT

DATE: 19 September 1989

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COMPT 89-1488  
19 September 1989

MEMORANDUM FOR: Deputy Director for Administration  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Deputy Director for Planning and Coordination  
Administrative Officer, DCI Area

FROM: Leo Hazlewood  
Comptroller

25X1 SUBJECT: IC Staff/OMB Hearings on the FY 1991 Budget [REDACTED]

1. On 27 September the Comptroller will initiate this year's IC Staff/OMB hearings on our FY 1991 budget request with an overview briefing. Unlike last year, the IC Staff and OMB examiners have decided not to review individual directorate programs. Thus, there will be no individual presentations by the deputy directors. Instead, the OMB examiner has requested sessions on the following issues (which are more fully described in attachment A):

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25X1 The IC Staff examiner may sit in on all of these sessions [REDACTED]

25X1 [REDACTED] He may also request a separate session on [REDACTED]

25X1 2. We do not yet have a formal schedule for most of these presentations,  
25X1 but we are working with your staffs to schedule them during the first two  
25X1 weeks of October. A session on the CIARDS funding problem has already been  
scheduled 12 October. [REDACTED]

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3. As has been the case in previous years, we will hold a dry run on each topic to ensure that the presentations are well-coordinated. A list of directorate assignments is attached. The OMB examiner has informed us that he plans to submit detailed questions prior to the sessions. We will pass on the questions as soon as we receive them and stand ready to assist you in any way possible in preparing for these sessions.



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Leo Hazlewood

Attachments:

- A. Topics for Discussion
- B. Procedural Guidance

CIA/ OCS/OMB Budget Hearings  
FY 1991

Topics for Discussion

Comptroller's Budget Overview (2 hours)

- The Comptroller will begin the hearing process by providing an overview of the CIA request. Directorate staffs have been helpful in providing inputs to this presentation.

Sessions on Selected Activities (2-4 hours each)

A. Several of the sessions requested by the OMB examiner will require careful coordination among components from different directorates. The guidelines and directorate assignments listed below should be followed in preparing for the sessions:

✓

OP/DA should handle this topic

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25X1 B. The examiners will expect discussion of the overall Agency program in each of these areas, with particular emphasis on new and ongoing initiatives and any program changes since last year.

CIAF ICS/OMB Budget Hearings  
FY 1991

Procedural Guidance

Viewgraphs/Handouts

At each hearing, the examiners should be given a general outline of the material to be covered; a list of attendees; and paper copies of tables, charts, and viewgraphs. The funding data must be displayed in a consistent fashion--by category, by CEC, and by base, ongoing, and new initiatives. All such data should focus on FY 1991 and be consistent with that contained in our recently-published Budget Estimates. Data for FY 1989-90 should also be shown.

Written Questions/Responses

Briefers should try to respond to any questions received in advance from the examiners as well as any that arise during the presentations. If answers to specific questions cannot be provided at the hearing, written responses should be provided to the O/Comptroller within five working days of the hearing. Each response should be on a separate page, with a heading identifying the question asked. The O/Comptroller will review all written responses and coordinate changes before forwarding them to the IC Staff and OMB.

Other Suggestions

A. Know your program as presented in the published budget request. Although there will be no formal review of directorate programs, each of the topical sessions will focus on initiatives in those areas.

B. You should be prepared to discuss and justify projected outyear requirements for the various initiatives. In no case should you display a funding profile that differs from that presented in the Budget Estimates. You should not discuss any changes in funding requirements unless they have been raised in advance with the Comptroller.

C. Support the entire CIA Program, especially those elements (ADP, communications, R&D, space, training, etc.) that are essential to successful completion of your program mission.

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